

## Safety Attribute Inspection (SAI) Data Collection Tool

### 1.3.2 Inspection Program (AW)

#### ELEMENT SUMMARY INFORMATION

**Purpose of this Element** (certificate holder's responsibility):

- To provide an Inspection Program that ensures maintenance, preventive maintenance, and alterations are performed in accordance with the certificate holder's manual and each aircraft released to service is airworthy and has been properly maintained for operation under 14 CFR Part 121.

**Objective** (FAA oversight):

- To determine if the certificate holder's Inspection Program meets all applicable requirements of Title 14 of the Code of the Federal Regulations (14 CFR) and FAA policies.
- To determine if the certificate holder's Inspection Program incorporates the safety attributes.
- To identify any shortfalls in the certificate holder's Inspection Program.

**Specific Instructions:**

- Intentionally left blank

#### SUPPLEMENTAL INFORMATION

**Specific Regulatory Requirements (SRRs):**

- SRRs:
  - 119.43(b)
  - 119.43(b)(1)
  - 119.43(b)(2)
  - 119.43(c)
  - 119.49(a)(8)
  - 119.49(b)(8)
  - 121.135(a)(1)
  - 121.135(b)(1)
  - 121.135(b)(17)
  - 121.135(b)(19)
  - 121.135(b)(2)
  - 121.135(b)(3)
  - 121.153(a)(2)
  - 121.198(g)
  - 121.309(c)(1)
  - 121.337(b)(2)
  - 121.365(c)
  - 121.367(b)
  - 121.367(c)
  - 121.368(a)
  - 121.368(b)
  - 121.369(b)
  - 121.369(b)(1)

- SRRs:
  - 121.369(b)(2)
  - 121.369(b)(3)
  - 121.369(b)(4)
  - 121.369(b)(5)
  - 121.369(b)(6)
  - 121.369(b)(7)
  - 121.369(b)(8)
  - 121.369(b)(9)
  - 121.379
  - 39.11
  - 43.16
  - 43 App..E
  - 91.171
  - 91.171(a)(1)
  - 91.207(d)
  - 91.207(d)(1)
  - 91.207(d)(2)
  - 91.207(d)(3)
  - 91.207(d)(4)
  - 91.413
  - 91.413(a)
  - 91.413(b)
  - D.072
  - D.072(c)
  - D.072(d)
  - D.072(e)
  - D.072b
  - D.485

**Related CFRs & FAA Policy/Guidance:**

- Related CFRs:
  - Intentionally left blank
- FAA Policy/Guidance:
  - FAA Order 8300.10, Volume 2, Chapter 63
  - FAA Order 8300.10, Volume 2, Chapter 64
  - FAA Order 8300.10, Volume 3, Chapter 10
  - HBAW 05-06

**SAI SECTION 1 - PROCEDURES ATTRIBUTE**

**Objective:** Procedures, instructions, and information contained in the certificate holder's manual are documented methods for accomplishing a program. Policies contained in the certificate holder's manual should establish the certificate holder's compliance posture. Policies may not be stand-alone statements but may be embedded within procedures, instructions, or information regarding a particular regulatory requirement. The questions in this section of the data collection tool (DCT) are designed to assist the inspector in determining if the certificate holder's manual has documented or prescribed methods of accomplishing the program requirements that provide answers to the associated questions regarding who, what, when, where, and how. This section contains policy questions, procedural questions, and instructional or informational questions pertaining to various types of certificate holder requirements such as actions, prohibitions, or resources (i.e., personnel, facilities, equipment, technical data, etc.).

**Tasks**

	To meet this objective, the inspector must accomplish the following tasks:
1.	Review the information listed in the Supplemental Information section of this DCT.
2.	Review the duties and responsibilities for management and other personnel identified by the certificate holder who accomplish the Inspection Program.
3.	Review the certificate holder's manual to ensure that it contains policies, procedures, instructions, and information necessary for the Inspection Program.

**Questions**

	To meet this objective, the inspector must answer the following questions:	
1.	Does the content of the certificate holder's manual meet the specific regulatory and FAA policy requirements for a Inspection Program:	
1.1.	<p>Does the certificate holder's manual contain airworthiness inspections? SRRs: 121.135(b)(19) <i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>1. Check that the Certificate Holder's manual contains airworthiness inspections, that include instructions covering procedures, standards, responsibilities, and authority of inspection personnel, for the method of performing routine and nonroutine maintenance (other than required inspections), preventive maintenance, and alterations. <i>Sources:</i> 121.135(b)(19); 121.369(b)(1) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</li> <li>2. Check that the Certificate Holder's manual contains instructions covering procedures for the method of performing required inspections. <i>Sources:</i> 121.135(b)(19); 121.369(b)(3) <i>Interfaces:</i> 1.3.14(AW); 4.2.2(AW)</li> <li>3. Check that the Certificate Holder's manual contains instructions covering procedures for the re-inspection of work performed pursuant to previous required inspection findings ("buy-back procedures"). <i>Sources:</i> 121.135(b)(19); 121.369(b)(4) <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW); 4.2.2(AW)</li> <li>4. Check that the Certificate Holder's manual contains instructions covering procedures, standards, and limits necessary for required inspections and acceptance or rejection of the items required to be inspected and for periodic inspection <i>Sources:</i> 121.135(b)(19); 121.369(b)(5)</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p><i>Interfaces:</i> 1.3.4(AW); 1.3.14(AW); 4.2.2(AW)</p> <p>5. Check that the Certificate Holder's manual contains instructions covering procedures to ensure that all required inspections are performed. <i>Sources:</i> 121.135(b)(19); 121.369(b)(6) <i>Interfaces:</i> 1.3.1(AW); 1.3.7(AW); 1.3.14(AW)</p> <p>6. Check that the Certificate Holder's manual contains instructions and information that identify how the certificated holder shall maintain, or shall determine that each person with whom it arranges to perform its required inspections maintains, a current listing of persons who have been trained, qualified, and authorized to conduct required inspections. <i>Sources:</i> 121.135(a)(1); 121.135(b)(19); 121.371(d) <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW)</p> <p>7. Check that the Certificate Holder's manual contains instructions and information for identifying individuals by name, occupational title, and the inspections that they are authorized to perform. <i>Sources:</i> 121.135(a)(1); 121.135(b)(19); 121.371(d) <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW)</p> <p>8. Check that the Certificate Holder's manual contains instructions and information that the certificated holder (or person with whom it arranges to perform its required inspections) shall give written information to each person so authorized describing the extent of his responsibilities authorities, and inspectional limitations. <i>Sources:</i> 121.135(a)(1); 121.135(b)(19); 121.371(d) <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW)</p> <p>9. Check that the Certificate Holder's manual contains instructions and information that except for maintenance, preventive maintenance, alterations, and required inspections performed by repair stations certificated under the provisions of Subpart C of Part 145, each person performing required inspections must hold an appropriate airman certificate. <i>Sources:</i> 121.135(a)(1); 121.135(b)(19); 121.378(a) <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW)</p> <p>10. Check that the Certificate Holder's manual contains instructions and procedures for maintenance and inspection of pressure cylinders specifically covered in 49 CFR 175.10. The operator will comply with the airframe or cylinder manufacturer's life-limit recommendations. <i>Sources:</i> 121.135(b)(16); 121.135(b)(19); HBAW 02-01B 3. D.(1) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p> <p>11. Check that the Certificate Holder's manual contains instructions and procedures for the DFDR maintenance program. The program should define administrative procedures for scheduling, accomplishing, and recording of maintenance/inspection actions, and identification of items to be inspected. <i>Sources:</i> 121.135(b)(19); HBAW 97-13B 4.B <i>Interfaces:</i> 1.3.1(AW); 1.3.14(AW)</p> <p>12. Check that the Certificate Holder's manual contains instructions and procedures for establishment of time-in service, intervals for maintenance/inspections; and details of methods/procedures used for DFDR. <i>Sources:</i> 121.135(b)(19); HBAW 97-13B 4.B <i>Interfaces:</i> 1.3.1(AW); 1.3.14(AW)</p>	
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	<p>13. Check that the Certificate Holder's manual contains airworthiness inspections that include instructions covering procedures, standards, responsibilities, and authority of inspection personnel. <i>Sources:</i> 121.135(b)(19) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p> <p>14. Check that the Certificate Holder's manual contains airworthiness inspections, which include instructions covering procedures, standards, responsibilities, and authority of inspection personnel for performing a preventive maintenance on the Certificate Holder's aircraft emergency equipment, and parts thereof. <i>Sources:</i> 121.135(b)(19); 121.369(b) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p> <p>15. Check that the Certificate Holder's manual contains instructions covering procedures for the inspection of each item of emergency and flotation equipment to show serviceability and immediate readiness to perform its intended emergency purposes. <i>Sources:</i> 121.135(b)(19); 121.309(b)(1) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.11(AW); 1.3.14(AW)</p> <p>16. Check that the Certificate Holder's manual contains instructions covering procedures established by the equipment manufacturer, for the inspection of each protective breathing equipment (PBE) to show serviceability and immediate readiness to perform its intended emergency purposes. <i>Sources:</i> 121.135(b)(19); 121.337(b)(2) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.11(AW); 1.3.14(AW)</p> <p>17. Check that the Certificate Holder's manual contains instructions covering procedures that ensure (b) each item of emergency and flotation equipment listed in this section and in Section 121.310, 121.339, and 121.340- (4) When carried in a compartment or container, must be carried in a compartment or container marked as to contents and the compartment or container, or the item itself, must be marked as to date of last inspection. <i>Sources:</i> 121.135(b)(19); 121.309(b)(4) <i>Interfaces:</i> 1.2.6(AW)</p> <p>18. Check that the Certificate Holder's manual contains instructions covering procedures for an airworthiness release, that ensure all items required to be inspected were inspected by an authorized person who determined that the work was satisfactorily completed. <i>Sources:</i> 121.135(b)(19); 121.709(b)(2)(ii) <i>Interfaces:</i> 1.1.1(AW); 1.2.1(AW); 1.2.3(AW); 1.3.4(AW); 1.3.7(AW); 1.3.11(AW); 1.3.14(AW); 3.2.1(OP)</p>	
1.2.	<p>Does the certificate holder's manual contain an aging airplane inspection and records review procedure? <i>SRRs:</i> 121.368(a); 121.368(b); D.485</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.3.	<p>Does the certificate holder's Inspection Program contain instructions covering procedures and standards for: <i>SRRs:</i> 121.135(b)(19); 121.369(b) <i>Related Design JTIs:</i></p> <p>1. Check that the Certificate Holder's manual contains the programs required by Section 121.367 that must be followed in performing</p>	

	<p>maintenance, preventive maintenance, and alterations of that Certificate Holder's airplanes, including airframes, aircraft engines, propellers, appliances, emergency equipment, and parts thereof.</p> <p><i>Sources:</i> 121.369(b)</p> <p><i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p>	
1.3.1	<p>Periodic inspections, and routine checks of airframes and parts thereof?</p> <p>SRRs: 121.369(b)</p> <p><i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>1. Check that the Certificate Holder's manual contains the programs required by Section 121.367 that must be followed in performing maintenance, preventive maintenance, and alterations of that Certificate Holder's airplanes, including airframes, aircraft engines, propellers, appliances, emergency equipment, and parts thereof.</li> </ol> <p><i>Sources:</i> 121.369(b)</p> <p><i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.3.2	<p>Periodic inspections, and routine checks of aircraft engines and parts thereof?</p> <p>SRRs: 121.369(b)</p> <p><i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>1. Check that the Certificate Holder's manual contains the programs required by Section 121.367 that must be followed in performing maintenance, preventive maintenance, and alterations of that Certificate Holder's airplanes, including airframes, aircraft engines, propellers, appliances, emergency equipment, and parts thereof.</li> </ol> <p><i>Sources:</i> 121.369(b)</p> <p><i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.3.3	<p>Periodic inspections, and routine checks of propellers and parts thereof?</p> <p>SRRs: 121.369(b)</p> <p><i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>1. Check that the Certificate Holder's manual contains the programs required by Section 121.367 that must be followed in performing maintenance, preventive maintenance, and alterations of that Certificate Holder's airplanes, including airframes, aircraft engines, propellers, appliances, emergency equipment, and parts thereof.</li> </ol> <p><i>Sources:</i> 121.369(b)</p> <p><i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.3.4	<p>Periodic inspections, and routine checks of appliances and parts thereof?</p> <p>SRRs: 121.369(b)</p> <p><i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>1. Check that the Certificate Holder's manual contains the programs required by Section 121.367 that must be followed in performing maintenance, preventive maintenance, and alterations of that Certificate Holder's airplanes, including airframes, aircraft engines, propellers, appliances, emergency equipment, and parts thereof.</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p><i>Sources:</i> 121.369(b)</p> <p><i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p>	
1.3.5	<p>Periodic inspections, and routine checks of emergency equipment and parts thereof?</p> <p>SRRs: 121.369(b)</p> <p><i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>Check that the Certificate Holder's manual contains the programs required by Section 121.367 that must be followed in performing maintenance, preventive maintenance, and alterations of that Certificate Holder's airplanes, including airframes, aircraft engines, propellers, appliances, emergency equipment, and parts thereof.</li> </ol> <p><i>Sources:</i> 121.369(b)</p> <p><i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.	<p>Does the certificate holder's Inspection Program include at least the following:</p> <p>SRRs: 121.369(b)</p>	
1.4.1	<p>A designation of the items of maintenance and alteration that must be inspected (required inspections), including at least those that could result in a failure, malfunction, or defect endangering the safe operation of the aircraft if not performed properly or if improper parts or materials are used? (reference element 1.3.4 Required Inspection Items)</p> <p>SRRs: 121.369(b)(2)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.2	<p>The method of performing required inspections and a designation by occupational title of personnel authorized to perform each required inspection? (reference element 1.3.4 Required Inspection Items)</p> <p>SRRs: 121.369(b)(3)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.3	<p>Procedures for the reinspection of work performed pursuant to previous required inspection findings ("buyback procedures")? (reference element 1.3.4 Required Inspection Items)</p> <p>SRRs: 121.369(b)(4)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.4	<p>Procedures, standards, and limits necessary for required inspections and acceptance or rejection of the items required to be inspected and for periodic inspection and calibration of precision tools, measuring devices, and test equipment? (reference element 1.3.4 Required Inspection Items and element 1.3.8 Control of Calibrated Tools/Test Equipment)</p> <p>SRRs: 121.369(b)(5)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.5	<p>Procedures to ensure that all required inspections are performed? (reference element 1.3.4 Required Inspection Items)</p> <p>SRRs: 121.369(b)(6)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.6	<p>Instructions to prevent any person who performs any item of work from performing any required inspection of that work? (reference element 1.3.4 Required Inspection Items)</p> <p>SRRs: 121.369(b)(7)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.7	<p>Instructions and procedures to prevent any decision of an inspector, regarding any required inspection, from being countermanded by persons other than supervisory personnel of the inspection unit or a person at that level of administrative control who has overall responsibility for the management of both the required inspection functions and the other maintenance, preventive</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	maintenance, and alterations functions? (reference element 1.3.4 Required Inspection Items) SRRs: 121.369(b)(8)	
1.4.8	Procedures to ensure that required inspections, other maintenance, preventive maintenance, and alterations that are not completed as a result of shift changes or similar work interruptions are properly completed before the aircraft is released to service? SRRs: 121.369(b)(9)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.5.	Does the certificate holder describe in its manual the procedures and standards for inspections and checks of items identified as "on condition"? SRRs: D.072(d)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.6.	Does the certificate holder state in its manual that each person performing an inspection or other maintenance specified in an Airworthiness Limitations section of a manufacturer's maintenance manual, or Instructions for Continued Airworthiness, must perform the inspection, or other maintenance, in accordance with that section, or in accordance with operations specifications approved by the Administrator? SRRs: 43.16	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.7.	Does the certificate holder's Inspection Program contain instructions covering procedures and standards that ensure that each emergency locator transmitter required by 14 CFR 91.207(a) is inspected within 12 calendar months after the last inspection for: SRRs: 91.207(d)	
1.7.1	Proper installation? SRRs: 91.207(d)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.7.2	Battery corrosion? SRRs: 91.207(d)(2)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.7.3	Operation of the controls and crash sensor? SRRs: 91.207(d)(3)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.7.4	The presence of a sufficient signal radiated from its antenna? SRRs: 91.207(d)(4)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.8.	Does the certificate holder's Inspection Program contain instructions covering procedures and standards that ensure that:	
1.8.1	Following any installation or maintenance on an ATC transponder, where data correspondence error could be introduced, the integrated system is tested, inspected, and found to comply with paragraph (c), appendix E, of 14 CFR 43? SRRs: 121.135(b)(19); 43 App..E; 91.413(b)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.8.2	Parts or subassemblies of components, that do not have specific time intervals, are checked, inspected, and/or overhauled at the same time limitations specified for the component or accessory to which such parts or subassemblies are related or included at the time period indicated for the ATA chapter heading? SRRs: 121.135(b)(19); D.072(e)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.8.3	Each item of emergency and flotation equipment required by 14 CFR 121.309,	<input type="checkbox"/> Yes



	121.310, 121.339, and 121.340 is inspected regularly in accordance with inspection periods established in the operations specifications? SRRs: 121.309(c)(1)	<input type="checkbox"/> No, Explain
1.8.4	Approved Protective Breathing Equipment (PBE) is inspected regularly in accordance with inspection guidelines and the inspection periods established by the equipment manufacturer? SRRs: 121.337(b)(2)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.9.	<p>Are the certificate holder's time limitations, or standards for determining time limitations, for overhauling, inspecting, and checking airframes, engines, propellers, rotors, appliances, and emergency equipment contained in its operations specifications or in a document approved by the Administrator and referenced in Operations Specifications, paragraph D072? SRRs: 119.49(a)(8); 119.49(b)(8); 121.135(b)(17); D.072(c) <i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>1. Check that the Certificate Holder's operations specifications contain the following; 8) Time limitations, or standards for determining time limitations, for overhauling, inspecting, and checking airframes, engines, propellers, rotors, appliances, and emergency equipment. <i>Sources:</i> 119.49(a)(8); D.072 <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.14(AW); 1.3.15(AW)</li> <li>2. For supplemental operation check that the Certificate Holder's operations specifications contain time limitations, or standards for determining time limitations, for overhauling, inspecting, and checking airframes. <i>Sources:</i> 119.49(b)(8) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.11(AW); 1.3.14(AW); 3.1.11(OP)</li> <li>3. For supplemental operation check that the Certificate Holder's operations specifications contain time limitations, or standards for determining time limitations, for overhauling, inspecting, and checking engines. <i>Sources:</i> 119.49(b)(8) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.11(AW); 1.3.14(AW); 3.1.11(OP)</li> <li>4. For supplemental operation check that the Certificate Holder's operations specifications contain time limitations, or standards for determining time limitations, for overhauling, inspecting, and checking propellers. <i>Sources:</i> 119.49(b)(8) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.11(AW); 1.3.14(AW); 3.1.11(OP)</li> <li>5. For supplemental operation check that the Certificate Holder's operations specifications contain time limitations, or standards for determining time limitations, for overhauling, inspecting, and checking appliances. <i>Sources:</i> 119.49(b)(8) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.11(AW); 1.3.14(AW); 3.1.11(OP)</li> <li>6. For supplemental operation check that the Certificate Holder's operations specifications contain time limitations, or standards for determining time limitations, for overhauling, inspecting, and checking emergency equipment.</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p><i>Sources:</i> 119.49(b)(8)</p> <p><i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.11(AW); 1.3.14(AW); 3.1.11(OP)</p> <p>7. Check the Certificate Holders operations specifications contain inspection periods for regular inspection of each item of emergency and flotation equipment to show serviceability and immediate readiness to perform its intended emergency purposes.</p> <p><i>Sources:</i> 121.309(b)(1)</p> <p><i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.11(AW); 1.3.14(AW)</p>	
1.10.	<p>Does the certificate holder's Inspection Program comply with the related requirements of Operations Specifications, paragraph D089?</p> <p><i>Related Design JTIs:</i></p> <p>1. Check that the Certificate Holder's manual has instructions and information that each change to an item must be FAA-approved.</p> <p><i>Sources:</i> D.089b</p> <p><i>Interfaces:</i> 1.3.1(AW); 1.3.14(AW)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.11.	<p>Does the certificate holder s manual contain the required references to, or excerpts from, Operations Specifications, paragraph D072?</p> <p>SRRs: 119.43(b); D.072b</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.12.	<p>If the certificate holder's manual includes excerpts from its operations specifications, are the excerpts clearly identified as part of the operations specifications?</p> <p>SRRs: 119.43(b)(1)</p> <p><i>Related Design JTIs:</i></p> <p>1. Check that the Certificate Holder's manual contains excerpts of its operations specifications, or references thereto that: (1) Clearly identify each such excerpt as a part of its operations specifications.</p> <p><i>Sources:</i> 119.43(b)(1)</p> <p><i>Interfaces:</i> 1.3.14(AW)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.13.	<p>Does the certificate holder s manual require compliance with Operations Specifications, paragraph D072?</p> <p>SRRs: 119.43(b)(2); D.072b</p> <p><i>Related Design JTIs:</i></p> <p>1. Check that the Certificate Holder's manual contains a general policy that: (2) States that compliance with each operations specifications requirement is mandatory.</p> <p><i>Sources:</i> 119.43(b)(2); 121.135(b)(1)</p> <p><i>Interfaces:</i> 1.3.14(AW)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.14.	<p>Does the certificate holder s manual contain a method for keeping all persons engaged in its operations informed of the provisions of Operations Specifications, paragraph D072?</p> <p>SRRs: 119.43(c); D.072b</p> <p><i>Related Design JTIs:</i></p> <p>1. Check that the Certificate Holder's manual contains a general policy that, each of its employees and other persons used in its operations will</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>be informed of the provisions of the operations specifications that apply to that employee or person's duties and responsibilities.</p> <p><i>Sources:</i> 119.43(c); 121.135(b)(1)</p> <p><i>Interfaces:</i> 1.3.14(AW)</p>	
1.15.	<p>Does the certificate holder's Inspection Program comply with the guidance contained in FAA Order 8300.10?</p> <p><i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>1. Check that the Certificate Holder's manual provides procedures to ensure that proper parts and materials are used (Ref. FAR 121.369(b), 121.105, 121.123 including receiving inspection. <i>Sources:</i> 8300.10 Chapter 63 Volume 2. Section 2 Paragraph 5F 14 <i>Interfaces:</i> 1.3.1(AW); 1.3.7(AW); 1.3.10(AW); 1.3.14(AW); 1.3.21(AW); 1.3.22(AW)</li> <li>2. Check that the Certificate Holder's manual states each inspection interval in terms of calendar times, cycles, and hours, as required. <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 1, Paragraph 7B 1 (c) <i>Interfaces:</i> 1.3.1(AW); 1.3.11(AW); 1.3.14(AW)</li> <li>3. Check that the Certificate Holder's continuous airworthiness maintenance program clearly defines each level of inspection. <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 1, Paragraph 7 C (2)(a) <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.7(AW); 1.3.11(AW); 1.3.14(AW)</li> <li>4. Check that the Certificate Holder's manual contains adequate procedures at the incoming inspection to determine compliance with 43.13, prior to the material being stocked or used. <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 1, Paragraph 7 E (3) <i>Interfaces:</i> 1.3.1(AW); 1.3.7(AW); 1.3.10(AW); 1.3.14(AW); 1.3.21(AW); 1.3.22(AW)</li> <li>5. Check that the Certificate Holder's continuous airworthiness maintenance program contains inspection and maintenance procedures for the performance of maintenance, preventive maintenance, and alterations. <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 2 Paragraph D (14) <i>Interfaces:</i> 1.3.1(AW); 1.3.7(AW); 1.3.14(AW)</li> <li>6. Check that the Certificate Holder's procedures in their continuous airworthiness maintenance program contain work forms, job cards, and detailed procedures for performing inspections and other maintenance. <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 2 Paragraph D (14) <i>Interfaces:</i> 1.3.1(AW); 1.3.7(AW); 1.3.14(AW)</li> <li>7. Check that the Certificate Holder's continuous airworthiness maintenance program contains procedures to determine the qualifications of personnel, including management and supervisory personnel. <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 2 Paragraph F(1) <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW); 7.1.1(AW); 7.1.2(AW); 7.1.3(AW); 7.1.3(OP); 7.1.4(OP); 7.1.5(OP); 7.1.6(AW)</li> <li>8. Check that the Certificate Holder's continuous airworthiness maintenance program contains procedures to ensure that only persons appropriately certificated, properly trained, authorized, qualified, and current perform any required inspections.</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p><i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 2 Paragraph F(2)  <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW); 7.1.1(AW); 7.1.2(AW); 7.1.3(AW); 7.1.3(OP); 7.1.4(OP); 7.1.5(OP); 7.1.6(AW)</p> <p>9. Check that the Certificate Holder's continuous airworthiness maintenance program includes corrosion control procedures.  <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 2 Paragraph G  <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.4(AW); 1.3.7(AW); 1.3.11(AW); 1.3.14(AW); 4.2.1(AW)</p> <p>10. Check that the Certificate Holder's continuous airworthiness maintenance program includes a detailed inspection of areas where maintenance is being performed to detect cracks, distortion, and corrosion, to examine attachment of parts, and to determine the condition of the area.  <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 2 Paragraph G  <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.4(AW); 1.3.7(AW); 1.3.11(AW); 1.3.14(AW); 4.2.1(AW)</p> <p>11. Check that the Certificate Holder's continuous airworthiness maintenance program includes Maintenance Review Board/manufacturer's routine structural inspection requirements.  <i>Sources:</i> 8300.10 Chapter 64 Volume 2 sec 2 Paragraph G  <i>Interfaces:</i> 1.1.1(AW); 1.3.1(AW); 1.3.4(AW); 1.3.7(AW); 1.3.14(AW); 4.2.1(AW)</p>	
2.	<p>Does the certificate holder's manual contain general policies for the Inspection Program that comply with the SRRs?  <i>SRRs:</i> 121.135(b)(1); 121.153(a)(2); 121.198(g); 121.365(c); 121.367(b); 121.367(c); 121.369(b)(1); 121.379; 39.11; 91.171; 91.171(a)(1); 91.413; 91.413(a); D.072  <i>Related Design JTIs:</i></p> <p>1. If the operator uses an ATC transponder that is specified in 121.345(c), check the manual contains a general policy, that unless, within the preceding 24 calendar months, the ATC transponder has been tested and inspected and found to comply with appendix F of part 43 of this chapter; no aircraft will be operated.  <i>Sources:</i> 121.135(b)(1); 91.413(a)  <i>Interfaces:</i> 1.1.1(AW); 1.2.1(AW); 1.3.1(AW); 1.3.14(AW); 4.1.1(AW); 4.2.2(AW)</p> <p>2. Check that the Certificate Holder's manual contains a general policy stating that the Certificate Holder shall have an inspection program and a program covering other maintenance, preventive maintenance, and alterations that ensures that competent personnel and adequate facilities and equipment are provided for the proper performance of maintenance, preventive maintenance, and alterations.  <i>Sources:</i> 121.135(b)(1); 121.367(b)  <i>Interfaces:</i> 1.3.14(AW); 4.1.1(AW); 4.2.2(AW)</p> <p>3. Check that the Certificate Holder's manual contains a general policy stating that the Certificate Holder shall have an inspection program and a program covering other maintenance, preventive maintenance, and alterations that ensures that each aircraft released to service is airworthy and has been properly maintained for operation.  <i>Sources:</i> 121.135(b)(1); 121.367(c)  <i>Interfaces:</i> 1.1.1(AW); 1.2.1(AW); 1.2.3(AW); 1.3.4(AW); 1.3.14(AW);</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>4.1.1(AW); 4.2.2(AW)</p> <p>4. Check that the Certificate Holder's manual contains a general policy stating that each aircraft listed in the operation specification and authorized for use shall be maintained in accordance with the continuous airworthiness maintenance program and limitations specified in these operations specifications. <i>Sources:</i> 121.135(b)(1); 121.135(b)(17); D.072 <i>Interfaces:</i> 1.3.1(AW); 1.3.14(AW)</p> <p>5. Check that the Certificate Holder's manual contains a general policy stating that each aircraft and its component parts, accessories, and appliances will be maintained in an airworthy condition in accordance with the time limits for the accomplishment of the overhaul, replacement, periodic inspection, and routine checks of the aircraft and its component parts, accessories, and appliances. The time limits or standards for determining time limits shall be contained in the operations specifications or in a document approved by the Administrator and referenced in these operations specifications. <i>Sources:</i> 121.135(b)(1); 121.135(b)(17); D.072(c) <i>Interfaces:</i> 1.3.1(AW); 1.3.14(AW)</p> <p>6. Check that the Certificate Holder's manual contains a general policy stating that items identified, as "on condition" shall be maintained in a continuous airworthy condition by periodic inspections, checks, service, repair, and/or preventive maintenance. <i>Sources:</i> 121.135(b)(1); D.072(d) <i>Interfaces:</i> 1.3.1(AW); 1.3.14(AW)</p> <p>7. Check that the Certificate Holder's manual contains a general policy stating that the Certificate Holder is authorized to use airplanes listed on the operation specification for operations in designated RVSM airspace, when the required altitude-keeping equipment is approved in accordance with operations specifications paragraph B046 is operational and available and is maintained in accordance with an approved maintenance program. <i>Sources:</i> 121.135(b)(1); D.092 <i>Interfaces:</i> 1.3.1(AW); 1.3.14(AW)</p> <p>8. Check that the Certificate Holder's manual contains a general policy that: (2) States that compliance with each operations specifications requirement is mandatory. <i>Sources:</i> 119.43(b)(2); 121.135(b)(1) <i>Interfaces:</i> 1.3.14(AW)</p>	
3.	<p>Does the certificate holder's manual reference the appropriate Federal Aviation Regulations listed in the Supplemental Information section of this safety attribute inspection (SAI)? <i>SRRs:</i> 121.135(b)(3) <i>Related Design JTIs:</i></p> <p>1. Check that the Certificate Holder's manual contains references to appropriate Federal Aviation Regulations. <i>Sources:</i> 121.135(b)(3) <i>Interfaces:</i> 1.3.14(AW)</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>
4.	Does the certificate holder's manual contain the duties and responsibilities for	<input type="checkbox"/> Yes

	personnel who will accomplish the Inspection Program? SRRs: 121.135(b)(2)	<input type="checkbox"/> No, Explain
5.	<p>Does the certificate holder's manual include instructions and information for personnel to meet the requirements of the Inspection Program? SRRs: 121.135(a)(1) <i>Related Design JTIs:</i></p> <ol style="list-style-type: none"> <li>1. Check that the Certificate Holder's manual contains instructions and information that each person with whom it arranges for the performance of any inspections required by its manual in accordance with Section 121.369(b)(2) or (3) (in this subpart referred to as "required inspections") must have an organization adequate to perform that work. <i>Sources:</i> 121.135(a)(1); 121.365(b) <i>Interfaces:</i> 1.3.3(AW); 1.3.7(AW); 1.3.8(AW); 1.3.14(AW)</li> <li>2. Check that the Certificate Holder's manual contains instructions and information that each person performing required inspections in addition to other maintenance, preventive maintenance, or alterations, shall organize the performance of those functions so as to separate the required inspection functions from the other maintenance, preventive maintenance. <i>Sources:</i> 121.135(a)(1); 121.365(c) <i>Interfaces:</i> 1.3.1(AW); 1.3.7(AW); 1.3.14(AW)</li> <li>3. Check that the Certificate Holder's manual contains instructions and information for the designation by occupational title of personnel authorized to perform each required inspection. <i>Sources:</i> 121.135(a)(1); 121.369(b)(3) <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW)</li> <li>4. Check that the Certificate Holder's manual contains instructions and procedures to prevent any person who performs any item of work from performing any required inspection of that work. <i>Sources:</i> 121.135(a)(1); 121.369(b)(7) <i>Interfaces:</i> 1.3.14(AW); 4.2.2(AW)</li> <li>5. Check that the Certificate Holder's manual contains instructions and information that prevent any person from performing any required inspections unless the person performing the inspection is under the supervision and control of an inspection unit. <i>Sources:</i> 121.135(a)(1); 121.371(b) <i>Interfaces:</i> 1.3.14(AW)</li> <li>6. Check that the Certificate Holder's manual contains instructions and information that prevents any person from performing any required inspections if he performed the item of work to be inspected. <i>Sources:</i> 121.135(a)(1); 121.371(c) <i>Interfaces:</i> 1.3.14(AW); 4.2.2(AW)</li> <li>7. Check that the Certificate Holder's manual contains instructions and information that identify how the certificated holder shall maintain, or shall determine that each person with whom it arranges to perform its required inspections maintains, a current listing of persons who have been trained, qualified, and authorized to conduct required inspections. <i>Sources:</i> 121.135(a)(1); 121.135(b)(19); 121.371(d) <i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW)</li> <li>8. Check that the Certificate Holder's manual contains instructions and information for identifying individuals by name, occupational title, and</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>the inspections that they are authorized to perform.</p> <p><i>Sources:</i> 121.135(a)(1); 121.135(b)(19); 121.371(d)</p> <p><i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW)</p> <p>9. Check that the Certificate Holder's manual contains instructions and information that except for maintenance, preventive maintenance, alterations, and required inspections performed by repair stations certificated under the provisions of Subpart C of Part 145, each person performing required inspections must hold an appropriate airman certificate.</p> <p><i>Sources:</i> 121.135(a)(1); 121.135(b)(19); 121.378(a)</p> <p><i>Interfaces:</i> 1.3.7(AW); 1.3.14(AW)</p>	
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SAI SECTION 1 - PROCEDURES ATTRIBUTE Drop-Down Menu	
1.	No procedures, policy, instructions or information specified.
2.	Procedures or instructions and information do not identify (who, what, when, where, how).
3.	Procedures, policy or instructions and information do not comply with CFR.
4.	Procedures, policy or instructions and information do not comply with FAA policy and guidance.
5.	Procedures, policy or instructions and information do not comply with other documentation (e.g., manufacturer's data, Jeppesen's Charts, etc.).
6.	Procedures, policy or instructions and information unclear or incomplete.
7.	Documentation quality (e.g., unreadable or illegible).
8.	Procedures, policy or instructions and information inconsistent across Certificate Holder manuals (FOM - Flight Operations Manual to GMM - General Maintenance Manual, etc.).
9.	Procedures, policy or instructions and information inconsistent across media (e.g., paper, microfiche, electronic).
10.	Resource requirements incomplete (personnel, facilities, equipment, technical data).
11.	Other.



## SAI SECTION 2 - CONTROLS ATTRIBUTE

**Objective:** Controls are checks and restraints designed into a program to ensure a desired result. The questions in this section of the DCT are designed to assist the inspector in determining if checks and restraints are designed into the program to ensure the desired result is achieved. Controls should be written into the manual system to ensure that the most important manual policies, procedures, or instructions and information will be followed.

Controls may be in the form of administrative controls, which are secondary or supplemental written procedures. Like written procedures, administrative controls also need to provide answers to questions regarding who, what, when, where, and how. Controls may also be in the form of engineered controls, such as automated features or mechanical actions or devices (i.e., safety devices, warning devices, etc.).

### Tasks

To meet this objective, the inspector must accomplish the following tasks:

1. Review the control questions below.
2. Review the certificate holder's policies, procedures, instructions, and information to gain an understanding of the controls that it has documented.

### Questions

	To meet this objective, the inspector must answer the following questions:	
1.	Are the following controls built into the Inspection Program:	
1.1.	Is there a control or controls in place to ensure that inspections performed by the certificate holder, or by other persons during maintenance, preventive maintenance, or alterations are performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.2.	Is there a control or controls in place to ensure that periodic inspections and routine checks of airframes and parts thereof are performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.3.	Is there a control or controls in place to ensure that periodic inspections and routine checks of aircraft engines and parts thereof are performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.	Is there a control or controls in place to ensure that periodic inspections and routine checks of propellers and parts thereof are performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.5.	Is there a control or controls in place to ensure that periodic inspections and routine checks of appliances and parts thereof are performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.6.	Is there a control or controls in place to ensure that periodic inspections and routine checks of emergency equipment and parts thereof are performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.7.	Is there a control or controls in place to ensure that scheduled inspection tasks are performed at the prescribed intervals?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.8.	Is there a control or controls in place to ensure that required inspections are performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.9.	Is there a control or controls in place to ensure that work/task forms, which include inspection instructions, are completed as a record of the	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	accomplishment of scheduled inspection tasks?	
1.10.	Is there a control or controls in place to ensure that shift turnover and work interruption procedures are followed?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.11.	Is there a control or controls in place to ensure that airworthiness inspections are performed using the standards and properly authorized inspection personnel?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.12.	Is there a control or controls in place to ensure that competent personnel and adequate facilities and equipment are provided for the proper performance of inspections during maintenance, preventive maintenance, and alterations?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.13.	Is there a control or controls in place to ensure that the records for the airframe, aircraft engine, propellers, appliances, and emergency equipment, and parts thereof, show that they were inspected in accordance with the certificate holder's approved time limitations?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.14.	Is there a control or controls in place to ensure that when the certificate holder revises a time limitation, the certificate holder follows its standards for determining time limitations?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.	Does the certificate holder have a documented method for assessing the impact of any changes made to the controls in the Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

SAI SECTION 2 - CONTROLS ATTRIBUTE Drop-Down Menu	
1.	No controls specified.
2.	Documentation for the controls do not identify (who, what, when, where, how).
3.	Controls incomplete.
4.	Controls could be circumvented.
5.	Controls could be unenforceable.
6.	Resource requirements incomplete (personnel, facilities, equipment, technical data).
7.	Other.

### SAI SECTION 3 - PROCESS MEASUREMENT ATTRIBUTE

**Objective:** Process measurements are used by the certificate holder to measure and to assess its processes, to identify and to correct problems or potential problems, and to make improvements to the processes. The questions in this section of the DCT are designed to assist the inspector in determining if the certificate holder measures or assesses information to identify, analyze, and document potential problems with the process. Process measurements are a certificate holder's internal evaluation or auditing of the most important policies, procedures, or instructions and information associated with an element.

To prevent the duplication of work, process measurements are most commonly addressed through a combination of auditing features contained in both the certificate holder's safety program/internal evaluation program (for operations and cabin safety related issues) and the auditing function of the Continuous Analysis and Surveillance System (for airworthiness or maintenance/inspection related issues). The director of safety and the quality assurance department often work together to accomplish this function for the certificate holder. This approach requires amendment of the safety program/internal evaluation program audit forms or checklists and the Continuous Analysis and Surveillance System audit forms or checklists to include the specific process measurements for each element.

#### Tasks

	To meet this objective, the inspector must accomplish the following tasks:
1.	Review the process measurement questions below.
2.	Review the certificate holder's policies, procedures, instructions, and information to gain an understanding of the process measurements that it has documented.

#### Questions

	To meet this objective, the inspector must answer the following questions:	
1.	Does the certificate holder's Inspection Program include the following process measurements:	
1.1.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that inspections performed by it, or by other persons during maintenance, preventive maintenance, or alterations, were performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.2.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that periodic inspections and routine checks of airframes and parts thereof were performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.3.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that periodic inspections and routine checks of aircraft engines and parts thereof were performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that periodic inspections and routine checks of propellers and parts thereof were performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.5.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that periodic inspections and routine checks of appliances and parts thereof were performed in accordance with the certificate holder's Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

1.6.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that periodic inspections and routine checks of emergency equipment and parts thereof were performed in accordance with the certificate holder s Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.7.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that scheduled inspection tasks were performed at the prescribed intervals?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.8.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that required inspections were performed in accordance with the certificate holder s Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.9.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that work/task forms, which include inspection instructions, were completed as a record of the accomplishment of scheduled inspection tasks?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.10.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that shift turnover and work interruption procedures were followed?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.11.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that airworthiness inspections were performed using the standards and properly authorized inspection personnel?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.12.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that competent personnel and adequate facilities and equipment were provided for the proper performance of inspections during maintenance, preventive maintenance, and alterations?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.13.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that the records for the airframe, aircraft engine, propellers, appliances, and emergency equipment, and parts thereof, show that they were inspected in accordance with the certificate holder s approved time limitations?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.14.	Is there a process measurement or process measurements that would reveal if the certificate holder failed to ensure that when it revised a time limitation, it followed its standards for determining time limitations?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.	Is there a process measurement or process measurements that would reveal if the certificate holder s policy, procedures, instructions, and information contained in its manual were not followed?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.	Does the certificate holder document its process measurement results?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
4.	Does the certificate holder s manual provide for the use of process measurement results to improve its programs?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.	Does the organization that conducts the process measurements have direct access to the person with responsibility for the Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<b>SAI SECTION 3 - PROCESS MEASUREMENT ATTRIBUTE</b> <b>Drop-Down Menu</b>	
1.	No process measurements specified.
2.	Documentation for the process measurements does not identify (who, what, when, where, how).
3.	Inability to identify negative findings.
4.	No provisions for implementing corrective actions.
5.	Ineffective follow-up to determine effectiveness of corrective actions.
6.	Resources requirements (personnel, facilities, equipment, technical data).
7.	Other.

### SAI SECTION 4 - INTERFACES ATTRIBUTE

**Objective:** Interfaces are used by the certificate holder to identify and to manage the interactions between programs. The questions in this section of the DCT are designed to assist the inspector in determining whether or not interactions between the policies, procedures, or instructions and information associated with other independent programs within the certificate holder's organization are documented. Written policies, procedures, or instructions and information that are interrelated and located in different manuals within the certificate holder's manual system must be consistent and complement each other. For the interfaces to be effectively managed, it is not only important to identify what the interfaces are, but it is imperative to document the specific location of the interfaces within the certificate holder's manual system.

#### Tasks

	To meet this objective, the inspector must accomplish the following tasks:
1.	Review the interfaces associated with the Inspection Program that have been identified along with the individual questions in the section 1, Procedures, of this DCT.
2.	Review the certificate holder's policies, procedures, instructions, and information to gain an understanding of the interfaces that it has documented.

#### Questions

	To meet this objective, the inspector must answer the following questions: Note: The design job task items (JTIs) displayed with the questions in section 1, Procedures, of this DCT identify potential interfaces (by element number) for this element.	
1.	Does the certificate holder's manual properly address the interfaces that are identified along with the questions in section 1, Procedures, of this DCT?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.	Does the certificate holder's manual document a method for assessing the impact of any changes to the associated interfaces within the Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<b>SAI SECTION 4 - INTERFACES ATTRIBUTE</b> <b>Drop-Down Menu</b>	
1.	No interfaces specified.
2.	The following interfaces not identified within the Certificate Holder's manual system:
3.	Interfaces listed are inaccurate.
4.	Specific location of interfaces not identified within the manual system.
5.	Other



## SAI SECTION 5 - MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTES

**Objective:** The questions in this section of the DCT address the responsibility and authority of the program. They are designed to assist the inspector in determining if there is a clearly identifiable, qualified, and knowledgeable person who is responsible for the program, is answerable for the quality of the program, and has the authority to establish and modify the program. (The person with the authority may or may not be the person with the responsibility.)

### Tasks

	To meet this objective, the inspector must accomplish the following tasks:
1.	Identify the person who has overall responsibility for the Inspection Program.
2.	Identify the person who has overall authority for the Inspection Program.
3.	Review the duties and responsibilities of the person(s), documented in the certificate holder's manual.
4.	Review the appropriate organizational chart.

### Questions

	To meet this objective, the inspector must answer the following questions:	
1.	Does the certificate holder's manual clearly identify who is responsible for the quality of the Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title:
2.	Does the certificate holder's manual clearly identify who has authority to establish and modify the policies, procedures, instructions, and information for the Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title:
3.	Does the certificate holder's manual include the duties and responsibilities of those who manage the work required by the Inspection Program? SRRs: 121.135(b)(2)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
4.	Does the certificate holder's manual include instructions and information for those who manage the work required by the Inspection Program? SRRs: 121.135(a)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.	Does the certificate holder's manual clearly and completely document the responsibility for this position?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
6.	Does the certificate holder's manual clearly and completely document the authority for this position?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
7.	Does the certificate holder's manual clearly and completely document its qualification standards for the person having responsibility for the Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
8.	Does the certificate holder's manual clearly and completely document its qualification standards for the person having authority to establish and modify the certificate holder's policies, procedures, instructions, and information for the Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
9.	Does the certificate holder's manual clearly and completely document the procedures for delegation of authority for the Inspection Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<b>SAI SECTION 5 - MANAGEMENT RESPONSIBILITY &amp; AUTHORITY ATTRIBUTES</b> <b>Drop-Down Menu</b>	
1.	Not documented.
2.	Documentation unclear.
3.	Documentation incomplete.
4.	Other.